

# APPENDIX C: EMPLOYER SURVEY QUESTIONNAIRE

## COMMERCIAL SPACE AND EMPLOYEE HOUSING NEEDS

The City of Grass Valley is working on a study of the demand for business park space suitable to meet the needs of commercial land users. In addition, the City is also evaluating the workforce housing needs of local employees. Information from this survey will help us gain an accurate picture of local trends and the requirements of employers in the area.

We are seeking your response to this survey as an employer in the region. Be assured that your responses are completely **CONFIDENTIAL** and will be used for planning purposes only. Your response will NOT be reported individually; rather they will be combined with other employers. If you have any questions, you can contact Wendy Sullivan at RRC Associates, Inc., at 1-888-449-4772 (toll free). Please return your completed survey within **TEN DAYS** in the postage-paid envelope provided.

### 1. Name of business:

\_\_\_\_\_

Physical location (city/community and zip code only):

\_\_\_\_\_

Contact person (if we have questions): \_\_\_\_\_

& Phone # or email: \_\_\_\_\_

### 2. Type of business:

- |  |  |
|--|--|
| <input type="checkbox"/> Agriculture, forestry, fishing                                | <input type="checkbox"/> Government          |
| <input type="checkbox"/> Banking, Finance, Insurance                                   | <input type="checkbox"/> Hotel/motel/lodging |
| <input type="checkbox"/> Bar/restaurant  | <input type="checkbox"/> Manufacturing       |
| <input type="checkbox"/> Construction/trades   | <input type="checkbox"/> Mining              |
| <input type="checkbox"/> General retail/grocery/<br>liquor/convenience                 | <input type="checkbox"/> Property management |
| <input type="checkbox"/> Services - Auto repair services                               | <input type="checkbox"/> Real estate         |
| <input type="checkbox"/> Services - Business services                                  |  |
| <input type="checkbox"/> Services - Educational services (non-government)              |  |
| <input type="checkbox"/> Services - Engineering services                               |  |
| <input type="checkbox"/> Services - Health services                                    |  |
| <input type="checkbox"/> Services - Legal services                                     |  |
| <input type="checkbox"/> Services - Personal services (dry cleaning, hair salon, etc.) |  |
| <input type="checkbox"/> Services - Social services (non-government)                   |  |
| <input type="checkbox"/> Services - Other services: _____                              |  |
| <input type="checkbox"/> Recreation/attractions/amusements                             |  |
| <input type="checkbox"/> Transportation, Communication, Utilities                      |  |
| <input type="checkbox"/> Warehouse / storage   |  |
| <input type="checkbox"/> Other: _____  |  |

### 3. Size of commercial space occupied:

\_\_\_\_\_ How many business locations do you have?

What is the approximate total square footage of interior building space your business occupies at ALL locations (or total number of rooms/units you manage if a hotel/lodging or property mgt. business)?

\_\_\_\_\_ sq. ft. OR \_\_\_\_\_ rooms/units

What is the approximate total square footage of interior building space your business occupies in Nevada County only (or total number of rooms/units you manage if a hotel/lodging or property mgt. business)?

\_\_\_\_\_ sq. ft. OR \_\_\_\_\_ rooms/units

### Size of commercial space occupied (*continued*):

What is the approximate acreage or square footage of the lot space your business occupies in Grass Valley/Nevada County? (Include all lots)

Acres \_\_\_\_\_ OR Sq. Ft. \_\_\_\_\_

### 6. How does the number of employees you have today compare to the number of employees you had 5 years ago?

☐ More employees today than 5 years ago

☐ Fewer employees today than 5 years ago

☐ No change

**GO TO Q. 8**

### 7. If you have more employees today, please choose the ONE main reason why you have more employees:

☐ Increased the size of space in which you do business

☐ Increased the number of locations for your business

☐ More employees in the same space

☐ More employees in the same space – expanded hours

☐ Other: \_\_\_\_\_

### 8. Which of the following best describes the interior and exterior space your business presently occupies:

*Interior Exterior  
space space*

☐ ☐ Meets current space requirements and allows for future expansion.

☐ ☐ Meets current space requirements, but does not allow for future expansion.

☐ ☐ Does not meet current space requirements.

### 9. Do you anticipate expanding your business' interior or exterior space in the next three years?

☐ Yes ☐ No (**GO TO Q. 15**)

### 10. (IF YES) Which best describes the likelihood of expansion:

☐ Certain

☐ Extremely likely

☐ Somewhat likely

☐ Slight

### 11. Please estimate what your expansion needs might be for office/enclosed space? \_\_\_\_\_ approximate sq. ft.

Approximately how much total area would you ideally occupy (outdoor space)? \_\_\_\_\_ sq. ft. or \_\_\_\_\_ acres

### 12. Which type of building/addition would you be most likely to use?

- ☐ A metal or concrete "tilt up" building  
☐ Front loaded office space  
☐ Flex space with truck doors in back  
☐ Traditional office building  
☐ Other: \_\_\_\_\_

13. Do you anticipate you will be able to meet your expansion needs in Grass Valley/Nevada County?

- ☐ Yes      ☐ No

14. Do you have any comments or suggestions about the availability of space to meet your needs in Nevada County/Grass Valley?

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15. Looking to the future, what is the likelihood that your business will leave the Grass Valley area?

- ☐ Not at all likely (*GO TO Q. 17*)  
☐ Somewhat likely  
☐ Very likely

16. If "very" or "somewhat likely" to leave the Grass Valley area, where are you looking to move?

- ☐ Nevada City  
☐ Elsewhere in western Nevada County  
☐ Marysville/Yuba City  
☐ Placer County  
☐ Other Sacramento metro area  
☐ Other \_\_\_\_\_

17. Any comments on your response concerning leaving the area (i.e. reasons you might or might not leave)?

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18. How many employees did you have at ALL locations at your peak employment in 2003 (including yourself)?

(include contract labor; if sole proprietor, insert "1")

|                       | Peak # of employees |
|-----------------------|---------------------|
| Year-round, full-time |                     |
| Year-round, part-time |                     |
| Seasonal, full-time   |                     |
| Seasonal, part-time   |                     |
| TOTAL EMPLOYEES       |                     |

19. And what is your peak number of employees at your business location(s) in Nevada County only?

\_\_\_\_\_TOTAL EMPLOYEES

20. How many jobs in Nevada County are currently unfilled?

\_\_\_\_\_ Full-time jobs available (enter '0' if none)

\_\_\_\_\_ Part-time jobs available (enter '0' if none)

21. Do you offer housing for any of your employees?

- ☐ No  
☐ Yes – How many do you house? \_\_\_\_\_

22. Please estimate the percent of your employees that live in the following geographic areas:

\_\_\_\_\_ % Grass Valley/Nevada City & surrounding area

\_\_\_\_\_ % Elsewhere in western Nevada County

\_\_\_\_\_ % Placer County Highway 49 corridor, Auburn to Nevada County line

\_\_\_\_\_ % Marysville/Yuba City area

\_\_\_\_\_ % Other Sacramento metro area

\_\_\_\_\_ % Other areas \_\_\_\_\_

**100% TOTAL**

23. Which of the following most accurately describes your company's current policy concerning telecommuting (*that is, working from home or another location using telephone and computer-based communications*)?

- ☐ Telecommuting is not a workable option for any of our employees  
☐ Telecommuting is a workable option but we have no significant, regular telecommuting  
☐ Our company encourages and supports telecommuting for certain employees for whom it is workable -  
**If so, how many employees telecommute at least occasionally?**

\_\_\_\_\_ employees

24. Do you have any additional comments concerning topics addressed in this survey (attach additional pages if necessary)?

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***That's all! Thank you very much for taking the time to complete this survey. Please return the survey to ADE, the consulting company assisting the City of Grass Valley, by one of the following methods:***

- ***Enclosed postage-paid envelope***
- ***FAX: (510) 548-6123 (please remember to fax both sides)***

***If you have questions about this survey, please call Wendy Sullivan at RRC Associates, Inc., at 1-888-449-4772 (toll free).***